

MEMORANDUM FOR THE RECORD

STATINTL

FROM : [REDACTED]
OP/Review Staff

SUBJECT: Minutes of ADMAG Business Meeting 2 June 1976

1. The following ADMAG members were present at the business meeting held on 2 June 1976 in the OMS conference room:

<u>Office</u>	<u>Name</u>
Communication	[REDACTED] (Chairman)
MG Career Subgroup	[REDACTED]
Finance	[REDACTED] STATINTL
Logistics	[REDACTED]
Security	[REDACTED]
Personnel	[REDACTED]

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2. [REDACTED] EO/DDA, was present during the first part of the meeting and reported that his office had received comments from the Trends and Highlights course that the ADMAG presentations had given students a negative feeling about the Group. He advised that all papers submitted by ADMAG to the DDA are read by him and as applicable are considered in his decision making processes. He suggested we present a more positive image by discussing some of our successes, an example being the recently released statement from the DDA regarding afterhours security checks. [REDACTED]

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[REDACTED] will represent ADMAG at the courses on STATINTL 3 June and are prepared with the "positive image". On this

STATINTL same subject [redacted] will be invited to the next ADMAG meeting to provide us a critique regarding our presentations to Trends and Highlights, this at the suggestion of [redacted]

STATINTL 3. The Vacancy Notice paper was discussed again - or still. The proposed draft was reviewed and the suggested changes will be made in ^{the} final paper to be sent to the DDA.

STATINTL [redacted] read a report prepared by the Professional Placement Branch of the Office of Personnel on the subject of Vacancy Notices and suggested that the report be sent, with PPB permission, to the DDA with the ADMAG paper.

4. It was reported that no action has been taken by the DDA with regard to the ADMAG paper on extending the lunch hour.

5. The next meeting of ADMAG is scheduled for 16 June 1976, 1630 hours in the OMS conference room.

[redacted]

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